

# EMERGENCY MANAGEMENT INSTITUTE

NATIONAL EMERGENCY TRAINING CENTER • EMMITSBURG, MD 21727



FEMA

## **Course: *E0431 Understanding the Emergency Management Assistance Compact (EMAC)***

### **Dates:**

October 20-23, 2014

April 6-9, 2015

### **Travel Dates:**

Travel days are Sunday and Friday.

### **Course Length:**

This course is 4 full days.

### **Course Description:**

This course enables emergency management personnel and response and recovery personnel from all political jurisdictions to more effectively understand, activate, implement, and utilize the EMAC system.

### **Course Goal:**

The goal of this course is to introduce emergency management personnel and response and recovery personnel from all political jurisdictions to the EMAC process and assist them in gaining familiarity and competency with the EMAC system so when an event occurs that requires activation of the EMAC system, they know how to proceed; and what documentation and sources of information to use for guidance in order to maximize use of all available resources.

Upon completion of this course, participants will be able to:

- Describe the requirements and provisions in the EMAC law.
- Describe the EMAC governance structure and Member State roles and responsibilities.
- Explain the process for requesting and offering assistance through the EMAC system.

- Identify the recommended actions during each phase of the EMAC process.
- Describe EMAC Operational Management and how the operational elements work together.
- Summarize the process and procedures for reimbursing resource providers.

### **Continuing Education Units (CEU's):**

The Emergency Management Institute (EMI) awards 2.4 CEUs for completion of this course.

### **Target Audience:**

Emergency management personnel and response and recovery personnel from all political jurisdictions who can be legally deployed through the EMAC system, persons officially responsible for requesting and providing EMAC assistance, and those individuals desiring a more comprehensive working knowledge of the EMAC system.

### **Location:**

Emergency Management Institute  
National Emergency Training Center (NETC),  
Emmitsburg, Maryland 21727-8998.

### **To Apply:**

Complete a Federal Emergency Management Agency (FEMA) Form 119-25-1, General Admissions Application with student signature and signature of supervisor or sponsoring agency official. Submit the application through the State Emergency Management Training office which will mail, scan, or fax it to:

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NETC Admissions Office (Room I-216)  
16825 South Seton Avenue  
Emmitsburg, MD 21727-8998  
Phone: (301) 447-1035  
Fax: (301) 447-1658  
Email: [netcadmissions@fema.dhs.gov](mailto:netcadmissions@fema.dhs.gov)

Scan the QR Code, or click the link to get information on how to apply for EMI courses:



<http://training.fema.gov/Apply/>

FEMA Regional employees should submit their application to their Regional Training Manager (RTM) for signature. Tribal representatives can submit their application directly to NETC Admissions Office.

The FEMA Form 119-25-1 must be received by NETC Admissions - no later than September 8, 2014 for the October 20-23, 2014 offering and no later than February 23, 2015 for the April 6-9, 2015 offering.

#### **Application Review:**

In order to be evaluated for admission into this course, block #16 on the application form must be completed. Please refer to the student selection criteria listed below and indicate how you meet the requirements based upon your position and experience.

Upon acceptance into the course, NETC Admissions will email out an Acceptance Letter/Welcome Package outlining travel information, NETC shuttle services, lodging and other logistics. Scan the QR Code, or click the link for a PDF copy of the NETC Welcome Package online:



[http://training.fema.gov/EMIWeb/downloads/NETC\\_Welcome\\_Package.pdf](http://training.fema.gov/EMIWeb/downloads/NETC_Welcome_Package.pdf)

Lodging is provided for course participants on the NETC campus. Participants staying overnight on campus are required to purchase a meal ticket for the duration of the training activity. Notify the NETC Transportation Office at least 2 weeks prior to

the course date to reserve a seat. Call (301) 447-1048/1113, or email to [FEMA-netc-housing@fema.dhs.gov](mailto:FEMA-netc-housing@fema.dhs.gov).

#### **Selection Criteria:**

Emergency management personnel and response and recovery personnel from all political jurisdictions who can be legally deployed through the EMAC system, persons officially responsible for requesting and providing EMAC assistance, and those individuals desiring a more comprehensive working knowledge of the EMAC system.

#### **Notice to Applicants for EMI courses:**

Individuals applying for EMI classes will be required to register using the FEMA Student Identification (SID) number. This number will be used in place of the Social Security Number (SSN) on your application form. **The SSN is no longer required.**

#### **How do I obtain my FEMA SID number?**

- Step 1: To register, go to <https://cdp.dhs.gov/femasid>  
Step 2: Click on the "Need a FEMA SID" button on the right side of the screen.  
Step 3: Follow the instructions and provide the necessary information to create your account.  
Step 4: You will receive an email with your SID number. You should save this number in a secure location.

#### **What do I do with this new SID number I have been assigned?**

The SID number is used in place of the SSN on your General Admissions Application (FEMA Form 119-25-1).

#### **EMI Point of Contact:**

For course information, contact the EMI Course Manager, H. Marie Harkenrider, at (301) 447-1167, 1-800-238-3358 (ext. 1167), or by email at [hmarie.harkenrider@fema.dhs.gov](mailto:hmarie.harkenrider@fema.dhs.gov)

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